

New Melones Lake Volunteer Opportunities

NON-STIPEND VOLUNTEER POSITIONS

Visitor Center and Museum Volunteer

Work as an Information Desk Specialist in the New Melones Lake Visitor Center and Museum. Open and close the facilities, staff the visitor center desk, answer phone calls and questions, provide maps and information to visitors. Sell Interagency and New Melones Passes. Ability to communicate verbally and in writing and experience working with diverse populations and handling money helpful.

The New Melones Lake Visitor Center and Museum is open daily during the peak season from Memorial Day through Labor day 10:00 a.m. to 4:00 p.m. During the off-peak season the Visitor Center is closed on Mondays and Tuesdays.

Entrance Station Assistants

Assist the Entrance Station Ranger or staff with opening, providing maps and information, checking in/out campers, answering questions, raising/lowering the American flag and limited traffic management. Shifts comprise of 4-5 hours. Entrance Station Assistants may not collect fees from visitors or carry/make change. If needed, they may provide fee envelopes to visitors and request they immediately deposit payment in the self-payment stations. Ability to communicate verbally and in writing and experience working with diverse populations helpful.

Mastiff Bat Survey Volunteer

Experience a wildlife survey project! Volunteers will be needed starting in spring for our monthly Mastiff Bat surveys. We will be counting Mexican Free-tail and Mastiff bats by sound and sight while they exit the roosts around dusk. Mastiff bats are a Species of Concern in the United States and we need your assistance with monitoring their numbers around New Melones Lake. Volunteers should be available once per month for a few hours before and after sunset, be in good physical condition to hike steep terrain, and be comfortable hiking back in the dark. No experience necessary.

Interpretation Program Assistants

Lead a hike with a ranger, assist with evening summer campground programs, facilitate crafts and activities during a Jr. Ranger Program or lead educational activities with a school group. Join the interpretation program and gain experience working with and leading groups through outdoor activities. Experience working with diverse ages and backgrounds is helpful.

Archive Assistant

Inventory, organize and label newspaper articles, slides, photos and other materials for archiving. Use the provided computer and scanner to create electronic copies of materials and create a system for organization of data. Computer skills are required and knowledge of archiving techniques is helpful.

NON-STIPEND VOLUNTEER POSITIONS (continued)

Oak Tree Caretakers

Volunteers are needed to help our little seedlings survive! We have planted over 400 oak trees they will need water and care throughout the year. We are asking volunteers to commit to water 20+ seedlings every two weeks in the summer (unless there are heavy rains), as well as remove weeds, and check their protective covers. This vital task is a difficult, but you'll feel wonderful when your "adopted forest" slowly thrives and sprouts leaves. You can choose the time that works best with your schedule to water your trees. We will provide buckets and water sources. Please help us out with this green project!

Media Assistant

Assistance is needed with developing public outreach and media contacts for advertising interpretive and other New Melones events. Volunteer will contact newspapers and other media via telephone and email to gather information such as the proper media contact person, timeline and format for submittal of press releases and other outreach information.

Website Assistant

Your help is needed with updating and monitoring information on the New Melones Lake website. Help with organization, reformatting of information and preparing pages for uploading onto the website. Provide ideas of how to make the website more user friendly within the required formats.

To apply for a non-stipend volunteer position:

Please complete the Volunteer Application Form OF-301, indicating the volunteer position(s) you are interested in, and mail or email your application to Park Ranger Tracy Neal at 209/536-9094 x215 or tneal@usbr.gov.

STIPEND VOLUNTEER POSITIONS

Stipend volunteers are required to live onsite and are eligible to receive a stipend (approx. \$10-15 per day) to offset miscellaneous costs associated with living on-site. Stipend volunteers provide volunteer service four days a week, with three days off, and may include weekend and/or evening work. Stipend volunteers are provided a campsite with water, sewer and electric service up to 50 Amps. Volunteers are required to provide their own recreational vehicle or trailer. There is no telephone, or WI-FI internet present, however a computer and internet access is available in the Entrance Stations and in the Visitor Center & Museum upon completion of the required training. Ability to communicate verbally and in writing and experience working with diverse populations and handling money is helpful. It is recommended for all applicants to have some computer literacy and Internet navigation skills.

Visitor center / Volunteer Customer Representatives (s) (VC/VCR) Position

VC/VCR's provide assistance in the Visitor Center & Museum as well as in the Entrance Stations. See duties listed below.

STIPEND VOLUNTEER POSITIONS (continued)

Campground Host / Volunteer Customer Representative(s) (CH/VCR) Position

CH/VCR's provide campground host services and/or work in the entrance station(s). CH/VCR's may also staff the Visitor Center & Museum. See duties listed below. To apply for a CH/VCR position contact Park Ranger Brian S. Older at 209/ 536-9094 x233 or email bolder@usbr.gov.

Campground Host Duties include recording campground occupancy logs, posting reservation tags and assisting visitors by answering questions and providing maps and information. An electric vehicle may be provided to facilitate coverage of the campground and to assist campers. No janitorial services are required. The computer work is not technical in nature but involves utilizing the online National Recreation Reservation Service (NRRS) for daily duties.

Entrance Station Duties include opening and closing the entrance station, collecting fees, issuing receipts and hangtags, selling passes, operating a cash register and entering collected fees into the online NRRS system. Check in/out campers using NRRS systems, answer questions, provide brochures, maps and other printed materials to visitors. Check appropriate identification of pass holders, contractor and concessionaires for park entry. Answer the telephone, retrieve and respond to messages. Raise and lowering the American flag. Limited traffic control at the entrance station. During peak season, Memorial Day through Labor Day, the volunteer may assist a Reclamation ranger in entrance station duties. During non-peak season the volunteer may staff the entrance station individually.

Visitor Center & Museum Duties include opening and closing the facilities, staffing the visitor center desk, answering phone calls and questions, providing maps and information to visitors and selling Interagency and New Melones Passes. The New Melones Lake Visitor Center & Museum is open daily during the peak season from Memorial Day through Labor day 10:00 a.m. to 4:00 p.m. During the non-peak season the Visitor Center & Museum is closed on Mondays and Tuesdays.

For information:

Visit our website at <http://www.usbr.gov/mp/ccao/newmelones/volunteering.html>. On the website you may review the Volunteer Incentives form as well as Guidelines for New Melones Lake Volunteers. Or contact:

Tracy Neal
Park Ranger/Volunteer Coordinator
Bureau of Reclamation, New Melones Lake
6850 Studhorse Flat Road, Sonora, CA 95370
209-536-9094 x215
tneal@usbr.gov

